

MINUTES of Meeting held Thursday, 9 November 23

Mechanics Institute, Manilla

Meeting commenced at 4pm

1. **Chairperson** – welcomed all to the meeting.
2. **Present:** David Ridgewell, Emily McDonald, Frank McNamara, Gwen Taylor, Richard Bell, Kate Phelps
Guests:
3. **Apologies:** Jane Martin, Breanna Roberts
4. **Membership:** Nil.
5. **Risk Awareness Statement:** Nil Risk
6. **Minutes of previous meeting:** Held 12 Oct 23
7. **Business arising from the previous meetings:**
 - 7.1 Halloween Disco was a success with approx 100 children attending the event.
 - 7.2 Whitehaven Donation
 - 7.3 Australia Day nominations close this month.
8. **Correspondence In:** Nil
9. **Correspondence Out:** Nil
10. **Treasurer's Report:**
11. **Booking Officer's Report:**
 - 11.1
12. **General Business:**
 - 12.1
 - 12.2
13. **Committee Projects:** (ongoing – can be added to at any time)
 1. Christmas Carols
 2. Australia Day Awards
14. **Business Without Notice:**
15. **Next Meeting:** 14 Dec 23

Meeting Closed at 5:20pm. (minutes taken and prepared by Kate Phelps)

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Signature of Chairperson

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Signature of Secretary